



City of Minneapolis
Licenses and Consumer Services
350 South 5th Street – Room 1C
Minneapolis, MN 55415–1316
Phone: 612-673-2080
Fax: 612-673-3399 TTY: 612-673-2157
www.minneapolismn.gov/business-licensing

License Application Guidelines and Checklist

DBA:
Expiration: April 1
License Code: 19
Rev Code: 311002
<u>MCO</u> : 360.80
Adm Issuance: NO
LICENSE ID#
CSR:

License Type: Special All Night Bowling, Pool or Billiards Permit

Any establishment with either a bowling or pool hall/billiard license and an on-sale liquor, wine, or beer license, which is open to the public for up to 24 hours per day for games of bowling, pool and /or billiards. Establishments which do not sell beer, wine, or liquor are not eligible for this permit.

Staff Initials	Application Checklist
	<input type="checkbox"/> 1. Supplemental Change Form (Form #1)
	<input type="checkbox"/> 2. Amended Business Plan for Beverage Alcohol (Form #2)
	<input type="checkbox"/> 3. Fee \$ _____

Additional Information

Your License Application

- Incomplete applications will be returned.
- All applications must be signed by an owner, partner or principal.
- No license will be issued for a period longer than one year.
- Licenses are not transferable.
- Make a duplicate copy of this packet for your personal records before submitting.

Information in Other Languages

Yog xav paub tshaj nos ntxiv, hu 612-673-2800. Macluumaad dheeri ah, kala soo xiriir 612-673-3500. Para mas información llame al 612-673-2700.



City of Minneapolis
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 350 South 5th Street – Room 1C
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FOR OFFICE USE ONLY:	
LICENSE ID #:	
CSR:	
FEE: \$	
DATE:	
INSPECTOR:	
MPD FILE #:	

Supplemental Change Form

TYPE OF CHANGE TO LICENSE

<input type="checkbox"/> Amending a Business Plan/Downgrade	<input type="checkbox"/> Internal Transfer of Shares	<input type="checkbox"/> Special All Night Bowling/Pool/Billiards
<input type="checkbox"/> Corporate Stock Purchase	<input type="checkbox"/> New Corporate Officer	<input type="checkbox"/> Special Late Night Food
<input type="checkbox"/> Downgrading License(Entertainment)	<input type="checkbox"/> New Manager	<input type="checkbox"/> Upgrading License(Entertainment)
<input type="checkbox"/> Expansion of Premises	<input type="checkbox"/> New Shareholder/Partner	<input type="checkbox"/>

BACKGROUND INFORMATION

I, _____, as ☐ Owner ☐ Partner, on behalf of _____,
 (Print Full Name) (Legal Corporate Name of Business)
 request the following (Provide a detailed description.):

Business Name (DBA)		Business Address	
Business E-mail Address		Alternative E-mail Address	
Business Telephone Number	Cell Phone Number	Type and Class of License Currently Held	

VERIFICATION

SIGNATURE _____ **TITLE** _____ **DATE** _____

THIS SECTION IS TO BE COMPLETED BY THE CITY OF MINNEAPOLIS

The Minneapolis Police Department Recommends: ☐ Approve ☐ Deny

Signature of Minneapolis Police Department Representative _____

Comments:

The Minneapolis License Department Recommends: ☐ Approve ☐ Deny

Signature of Minneapolis License Department Representative _____

Comments:

OFFICERS, DIRECTORS, and/or STOCKHOLDERS**Attach additional sheets if necessary****Publicly held corporations need list only shareholders with 10 percent of more corporate stock.**

Name	Address	Telephone	Title	# Shares or % of Ownership

I, _____, the undersigned, do hereby declare under the penalty of perjury that as of this date, the
(print name)

following is a true and complete list of all officers, directors, and stockholders of this corporation or partners of this partnership.

Signature_____Title_____Date_____

Note: If there has been any change listed above since your last application, you must attach a certified copy of the minutes of the meeting as documentation.



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Business Plan Amendments - Establishments with Beverage Alcohol

1. Food Service

- ☐ List all the food that you will prepare and/or serve. Include prices.
- ☐ Describe kitchen, bar, and cooking equipment; and/or attach Food Plan Review.
- ☐ No changes.

2. Alcohol Server Training Plan – MCO 370.10 and 362.360

- ☐ Describe staff training that includes name of trainer and topics covered. A list of [programs](#) is available on our website.
- ☐ Ongoing and regular training program
- ☐ Policy for carding and the use of electronic [ID Scanners](#).
- ☐ Reward and discipline policy for serving alcohol to minors and
- ☐ Self audits.
- ☐ No changes.

3. Security Plan/Staffing Model – MCO 259.250

- ☐ Attach your security plan which addresses how you will take appropriate action to prevent illegal conduct from anyone on your business premises and/or parking areas.
- ☐ No changes.

4. Hours of Operation

- ☐ Hours for every day of the week
- ☐ Inside and outside hours
- ☐ No changes.

5. Entertainment

- ☐ Prepare a detailed statement of the nature of entertainment presented in your establishment
- ☐ Days and hours of the entertainment and
- ☐ Identify the age group at which the entertainment is directed.
- ☐ No changes.

6. Community Impact Plan

- ☐ Describe how your establishment will be proactive in preventing negative secondary effects directly attributable to the existence of the business.
- ☐ Attach a detailed plan which explains how your establishment will address potential [noise](#) issues. (MCO 389)
- ☐ Attach a plan for cleaning litter within a 100 foot radius of your establishment. Include hours staff will be assigned. (MCO259.125).
- ☐ Indicate the types of teams you may sponsor: softball, broomball, soccer, rugby, football, or other competitive sports.
- ☐ No changes.

7. Charitable Gambling Activities

- ☐ Identify the types of games
- ☐ Hours
- ☐ Gambling Manager and
- ☐ Name of Charity.
- ☐ No changes.

ACKNOWLEDGEMENT AND AGREEMENT

I, (print name) _____, an authorized corporate officer, partner or owner, hereby acknowledge and agree to the following:

- ☐ the attached business plan is a true and correct reflection of the undersigned's intentions;
- ☐ any material change in the business plan must be submitted to and approved by the Minneapolis City Council before implementation;
- ☐ violation of this business plan may result in suspension, revocation, or refusal to renew the license or in a civil fine as determined by the Minneapolis City Council.

Signature _____ Title _____ Date _____